



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
RSA UNION BUILDING
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JAMES V. PERDUE
COMMISSIONER

**RE-ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT POSITION
EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE: Registered Nurse III
(MHSA Division Certification Nurse) **NUMBER:** 16-13

JOB CODE: N4500 **DATE:** April 8, 2016

SALARY RANGE: 78 (\$47,757.60- \$72,686.40) **PCQ#:** 8813268

JOB LOCATION: Department of Mental Health
RSA Union Building
100 North Union Street
Montgomery, AL 36130-1410

QUALIFICATIONS: Graduation from an accredited school of nursing and four years' experience as a Registered Nurse, including two years' experience in a supervisory capacity, **Or**, Bachelor's Degree in nursing and three years' experience as a Registered Nurse, including two years' experience in a supervisory capacity; **Or**, Master's Degree in nursing, including one year experience in a supervisory capacity. **Preference will be given to candidates with one or more years' experience in Mental Illness and/or Substance Abuse.**

NECESSARY SPECIAL QUALIFICATIONS: Possession of license to practice nursing as issued by the Alabama Board of Nursing. **Ability to travel extensively for day trips and occasionally for overnight trips (up to 70 percent).**

KIND OF WORK: This is highly responsible, professional and administrative work within the Certification Office of the Mental Health and Substances Abuse Services (MHSAS) Division. The person in this position will interpret and apply the Alabama Department of Mental Health (ADMH) Administrative Codes for the MHSAS Division to Community Mental Health Centers and other community-based MH/SA service providers for both administrative services and clinical programs. This position will function as a team leader, as assigned, to include coordinating the site team schedule and assignments, on-site monitoring of site visit team schedule, making decisions concerning discrepancies/deficiencies, and providing technical assistance designed to assist providers in complying with the ADMH Administrative Code for the MHSAS Division. The person in this position must be able to accurately articulate findings during exit interviews and compile site visit reports.

Additionally, this position will review and ensure opiate maintenance programs and residential programs are in compliance with the Alabama Nurse Practice Act, Alabama Board of Nursing Administrative Code (Standards of Nursing Practice), ADMH Administrative Codes and Code of the Federal Register 42, Part 2. This position will provide technical assistance designed to assist providers in complying with the Alabama Board of Nursing Regulation 610-X-7-.06, and collaborate with other offices within the ADMH. This position will work with the ADMH Nurse Delegation Program (NDP) to ensure community providers and staff are fully informed of the requirements relative to NDP.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of community mental health services. Knowledge of the appropriate continuum of care for persons with serious mental illness and substance use disorders. Knowledge of substance use disorders, evidence-based, drug-free and medication-assisted, treatment strategies and therapeutic techniques used in the treatment of individuals diagnosed with substance use disorders. Knowledge of treatment program design, including treatment modalities, and methodologies. Knowledge of the principles and practices of clinical documentation. Knowledge of federal and state laws, rules, regulations and procedures pertaining to MH and SA treatment services, including but not limited to confidentiality, privacy, and other client rights issues. Knowledge of the Alabama Board of Nursing Regulation 610-X-7 and the ADMH Nurse Delegation Program. Knowledge of the ADMH Administrative Codes for the MHSAS Division. Knowledge of Medicaid, Medicare, and/or Joint Commission rules applicable to community mental health services and substance abuse services. Knowledge of certification, licensing, and accreditation standards and their application to substance abuse treatment services and mental illness services. Ability to function as a team member with professionals within and outside the ADMH. Excellent oral and written communication skills are required. Must possess proficiency with computers, including MS Office software and the Internet. Knowledge and experience in preparing reports, collection and dissemination of information, and management of complex projects. Ability to aggregate and combine information from multiple sources to produce reports.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their education, training, and experience and should provide adequate work history identifying experiences related to duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug screenings and security clearance will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with clients.

HOW TO APPLY: Use an official application for Professional Employment (Exempt Classification) which may be obtained from this office, other Department of Mental Health Facility Personnel Offices, or visit our website at www.mh.alabama.gov. **Only work experience detailed on the application will be considered.** Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application. Applications should be returned to Human Resource Management, Department of Mental Health, P.O. Box 301410, Montgomery, Alabama 36130-1410 or RSA Union Building, 100 North Union Street, Montgomery, Alabama 36104. Copies of License/Certifications should be forwarded with your application. An official copy of academic transcripts is required and must be forwarded by the school, college, or university to the personnel office at the above address.

DEADLINE: April 22, 2016